

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: _____ Northwest Oregon Housing Authority _____ PHA Code: _____ OR028 PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): _____ 07/01/2010					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ 0 _____ Number of HCV units: _____ 1077					
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
	PHA 1:				PH	HCV
	PHA 2:					
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: NOHA's mission is to assist eligible residents of Columbia, Clatsop and Tillamook Counties to obtain and maintain suitable and affordable housing. NOHA will accomplish this mission through programs designed to provide families, the elderly and disabled individuals with long term rental assistance, and/or to provide affordable housing through development.					

5.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>NOHA is currently working on changes to its Administrative Plan. The changes are being considered to better meet the needs of the community. The intension of the changes will be to stabilize program funding to ensure continuity of rental assistance dollars for those families on the rental program and to ensure the greatest use of those available dollars.</p> <p>They include: NOHA's occupancy standards; Waiting list administration; and Establishing preferences for rental assistance.</p> <p>Goals and objectives identified in the previous 5-Year Plan:</p> <p>Goal: Expand the supply of assisted housing: Objectives: NOHA was not able to apply for additional rental vouchers as most HUD's voucher went to areas with homeless veterans or to residence of demolished public housing units. NOHA provided eight (8) Housing Choice Vouchers (HCV) to a community partner that leveraged dollars for a Housing Plus Program for homeless families. The housing authority did acquire, with help from the State of Oregon, Sandhill Apartments in Seaside, Oregon (32-units) to keep as affordable housing. Most affordable housing units in Seaside were being purchased and rehabbed into condos.</p> <p>Goal: Improve the quality of assisted housing: Objectives: 1. Improve voucher management: NOHA has been able to maintain a Standard or better score on its SEMAP Certification for the last 5 years. 2. Increase customer satisfaction: Complaints that were being received regarding staff have slowed down. NOHA provides classes/training to staff to improve their overall performances. 3. Efforts to improve specific management functions: HUD recently monitored NOHA's HCV program identifying several areas that need improvement i.e. Voucher Management Systems (VMS) reports and our Housing Quality Inspections (HQS). We have redoubled our efforts to put in place systems that improve both these areas. (i.e. training from our software company).</p> <p>Goal: Increase assisted housing choices: Objectives: 1. Provide voucher mobility counseling: NOHA provides input, when requested, to participants who wish to port out of our jurisdiction. Portability is discussed at each initial and annual orientation. 2. NOHA's Section 8 Supervisor attends local landlord meetings to discuss the rental assistance program. We mail on request landlord handbooks. 3. Increase voucher Housing Payment Standards (HPS): In 2008/09 NOHA increased the HPS to 110% of the local Fair Market Rents (FMRs). It had a negative affect on our program. In the future, we plan to analyze proposed changes to hopefully know the long term effect. If participants begin having problems finding rental units changes will have to be considered.</p> <p>Goal: Improve community quality of life and economic vitality: Objective: 1. The housing authority allows portability to access better jobs, education and medical. 2. Program units are maintained at HUDs minimum HQS. 3. Referrals are made to agencies when staff feels a participant is distressed.</p> <p>Goal: Promote self-sufficiency and asset development: Objectives: NOHA maintains a Family Self-Sufficiency Program (FSS) even though we have graduated the initial 32 FSS slots. The housing authority has annual orientation for all its participants and the FSS program is discussed at each orientation. Our current program has 28 participants and 17 escrow accounts totaling \$ 80,261.00. We have graduated 20 participants since January 1, 2005, with escrows totaling \$ 98,888.00. Our current waiting list is 31.</p> <p>NOHA, along with the Clatsop Community Action, work in partnership with our current program participants to provide Individual Development Accounts (IDA) for education and homeownership.</p> <p>Goal: Equal Opportunity in Housing for all Americans. Objectives: NOHA assists applicants and participants to file discrimination claims with the appropriate offices and makes referrals to local legal aid offices. NOHA continues to make referrals and follows up with community agencies regarding the health and safety of our participants.</p> <p>Goal: Develop housing for families with mental illness: Objective: NOHA received funding to provide housing for families with mental illness in Clatsop County. The process of working through the local development process has been long, difficult and on going. The staff and board are determined to provide this special need housing.</p>
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6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>NOHA designated 15 of its 75 Family Unification (FUP) vouchers to assist youth who have aged out of the foster care system. We still have these designated vouchers; however, we aren't pursuing these slots as we once were. It has been difficult coordinating the effort with local Dept of Human Services (DHS) agencies. We did apply and were not funded for additional FUP vouchers. NOHA was not able to provide 12 vouchers to the Community Action Team (CAT) in St. Helens for a Golden Years Survival Program. We were successful in providing eight vouchers to Clatsop County Housing Authority for their Housing Plus Program.</p> <p>NOHA is no longer administering the Tenant Based Assistance (TBA) program through the State of Oregon HOME funds. This program was taken from the housing authority and given to the CAT agency in St. Helens. In addition, NOHA's Uniontown Apartments in Astoria is no longer being used for homeless individuals with mental illness. At this point, the housing authority will not try to convert its HCV to project based vouchers. These issues will be revisited at a later date.</p> <p>Victims Against Women Act (VAWA): NOHA's Family Self-Sufficiency Coordinator will, upon request, refer HCV participants to activities, services, or programs provided either by the agency directly or in partnership with other community partners to obtain, maintain or enhance victim safety.</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>Community Action Team, Inc. – St. Helens Clatsop Community Action – Astoria Community Action Resource Enterprises – Tillamook Gable Part Apartments – St. Helens Champion Park apartments - Tillamook Alder Court apartments – Warrenton nwoha.org</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>N/A</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>N/A</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>N/A</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>N/A</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>N/A</p>

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>The following information was obtained from the State of Oregon's Consolidated Plan FY 2006-2010. The Plan was completed by Oregon Housing and Community Services (OHCS) is a comprehensive planning document identifying the State's needs in housing, community and economic development. 23% of Oregon's population lives in non-metro areas. Population projections for 2005 to 2010 show a marked decrease in the rate of growth, slowing to 1.2% from 4%. This growth follows the existing trends of: greater net in-migration; growth in racial and ethnic demographics; increase in median age 36 in 2000 and an increase in household size 2.57 in 2000. Oregon's economy led the nation in unemployment and hunger rates in 2003. 70% of Oregon's population lives in areas with unemployment rates greater than the notional average 8.2% (2003) and poverty rates from 1999 to 2003 were up 13.9%. 3.6% of Oregon households receive public assistance and rural poverty is approximately 30% higher than urban rates. The Oregon housing supply is growing dramatically, but shortages of affordable owner and renter housing are increasingly.</p> <p>OHCS serves as the lead agency for the distribution and administration of: 1. Community Development Block Grant; 2. HOME; 3. Emergency Shelter Grant Program and Housing Opportunities for People with Aids. The Oregon Consolidated Plan covers the non-entitlement areas of the State. The State of Oregon receives federal funds for activities related to infrastructure, community facilities, economic development and housing initiatives in Oregon's non-entitlement communities which includes NOHA's jurisdiction. 73% of very low-income households in Oregon are cost burdened (30% of income) and 60.4% of low income household are cost burdened. 32.1% of households in the non-entitlement areas face housing problems. 42.8% of all rents have housing problems (overcrowded, cost burdened or lacking plumbing). The lower the income the more problems. Information on the homelessness rate was taken from a January 31, 2005, One Night County. The total count showed 10,528 persons seeking assistance. Of those, 4,723 (44.8%) were from non-entitlement areas which has approximately 54% of Oregon's population. General conclusions that we drawn indicate: Singles: 46% of those persons sheltered were individuals; 38% of sheltered singles were chronically homeless, 18% of persons turned away were due to lack of resources, 7% of singles were given rent or mortgage assistance threatened with homelessness. Families: 54% sheltered were families; 62% chronically homeless families; 18% (single/families) turned away due to lack of resources; 23% individuals in families were given rent or mortgage assistance to keep them from being homeless. In FY 2002-2003 the number of homeless receiving mental health services increased by 14.8%. Elderly: Currently Oregon is 10th in the nation with percentage of elderly but expected to rank 4th by 2010. 52.6% of elderly renters in Oregon are below the poverty line, 46.2% of rental households are cost burdened, 25.4% of elderly renters are severely cost burdened. Drug or Alcohol Addiction and mentally ill: Information regarding this group includes the non-entitlement areas plus Salem/Keizer and Springfield/Eugene. Information regarding these folks comes from Oregon Department of Human Services (DHS) 2004 reports. In FY 2002-2003 34,821 adults received public mental health services. 75% were in need of rent subsidy and 37.4% were in need of a special housing such as residential treatment, adult foster care and other programs providing both affordable housing and support services. Farm worker: Seasonal and migrant workers constitute a major of Oregon's labor force serving the needs of agriculture. An estimated 50-70% of them are not legally authorized and an estimated 10% are homeless. A 2002 study of migrant plus seasonal workers and their families total almost 175,000 persons. According to Oregon's 2000 census 7.8% of Oregon's non-urban population.</p> <p>There are a total of 17,463 public housing and Section 8 units in the non-entitlement areas with a 1.8% vacancy rate. A review of waiting lists for the Section 8 program and public housing units is 1280.3% of the existing supply. Of the 17,463 units 1,458 are expected to go "off-line during the period covered 2006-2010.</p> <p>Obstacles to meeting underserved affordable housing needs include: Lack of capacity & operating or predevelopment funds for non-profits; and Cost of land, "down-zoning" may free up more land for development; and Lack of coordinated response to problems and effective partnerships; and Lack of and high cost of rural infrastructure; and Lack of economic development/low wages; and Community attitudes "Not in my backyard (NIMBY); and Exclusionary zoning ordinances; and Lack of local government interest in low and moderate income housing; and Rural areas are considered high risk for private financing; and Lack of incentives for private development of affordable housing; and Public funding too competitive and hard to obtain; and Lack of public transportation.</p> <p>Public Infrastructure: In addition Public Wastewater Treatment systems are at or near the end of their useful life of the facility and are in need of upgrading. Public Water Treatment Systems are at or near the end of their useful life of the facility and are in need of upgrading. In may instances, community's growth in population is so rapid that there has not been adequate time to develop the necessary infrastructure causing delays in needed developments.</p> <p>These are just a few barriers to development affordable housing.</p> <p>Affordable housing is a high rental priority for all household at and below 50% MFI The goals for OHCS is to provide decent housing by:</p> <ol style="list-style-type: none"> 1. Assist homeless persons to obtain appropriate housing; 2. Assist those threatened with homelessness; 3. Retain affordable housing stock; 4. Make available permanent housing that is affordable to low-income people without discrimination; 5. Increase the supply of supportive housing for people with special needs. <p>These goals are consistent with those of the housing authority.</p>
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	<p>NOHA's Waiting list:</p> <p>NOHA's waiting list indicates the following demographics.</p> <p>There are 1996 pre-applications for rental assistance as of January 15, 2010.</p> <p>Non-elderly 1213 or 61%, elderly 131 or 6%, disabled 509 or 26%, elderly/disabled 113 or 6%. Ethnicity: White 1789 or 90%, Black 26 or 1%, other 67 or 3% and Hispanic 103 or 5%. Head of household: Female 1456 or 73% and male 540 or 27%. Children: 750 Bedroom size: 1 bedroom-1021; two bedroom-651; three bedroom-288; and 4/5 bedroom -35.</p> <p>Income limits: 1743 pre-applications reported having income. Extremely Low (30% Area Median Income (AMI)): 1398 families or 80% of our applicants, and Very Low (50% AMI): 291 families or 17%; and Low (80% AMI): 51 families or 3%; and Exceeds Low (80% AMI): 3 families.</p> <p>Housing in NOHA's jurisdiction is a mix of single family units from the World War II era to subsidized Farm Home projects built in the late 79's to more current projects built with tax credit dollars in the 90s and 2000s. Tillamook County has mostly older single family units. There was considerable development of Farm Homes units in and around the City of Tillamook. Later tax credit projects were development for families and seniors. There are very few multi-family projects out side of Tillamook. Clatsop County has a large 300 unit old navy housing in Astoria and several tax credit properties in Seaside and Astoria. Again the housing is older. Columbia County seems to have experienced the greatest growth in new construction with a lot of duplexes being built in the last several years. Columbia County also has Farm Home and tax credit projects. Rents are the highest in Columbia County.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>NOHA will continue to work with its local community partners to develop affordable special needs housing when appropriate. With the tightening of HUDs belt, it is becoming more important than ever to revise our administrative plan to better meet the needs of our jurisdiction i.e. HPS, occupancy standards, preferences (elderly/disabled, homeless students, working poor, victims of domestic violence, single head of households with children, homeless veterans, etc).</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will achieve our mission.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>Significant Amendment: Changes that affect rents; Changes in admissions or organization of the waiting list Additions of new activities not included in the current plan;</p>

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>NOHA held a public meeting on Monday, March 29, 2010, regarding its PHA Plan. The meeting was open at 1:30 PM, no one was present, the meeting was closed. NOHA did receive one written response from the Community Action Team, Inc. director from St. Helens. He asked for set-aside vouchers specific to their aged program and to have NOHA staff spend more time at their agency each week to help HCV applicants and participants with their paperwork.</p> <ul style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated hereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: **(i)** A description of the need for measures to ensure the safety of public housing residents; **(ii)** A description of any crime prevention activities conducted or to be conducted by the PHA; and **(iii)** A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

(a) Hope VI or Mixed Finance Modernization or Development.

1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>

(b) Demolition and/or Disposition.

With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at:

http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm

Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.

(c) Conversion of Public Housing.

With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

(d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.

(e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 **Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.

PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

- 1. At the end of the program year; until the program is completed or all funds are expended;
- 2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
- 3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 **Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:
<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.